



PORTLAND VA MEDICAL CENTER

*Portland, Oregon Division
Vancouver, Washington Division
Community Based Outpatient Clinics*

*Salem, OR Bend, OR
Longview, WA Camp Rilea (Warrenton, OR)*



NOTICE OF VACANCY

1. <u>Announcement Number</u> S-T-06-367-DB	2. <u>Title, Series, Grade, Salary</u> Student Nurse Technician (FS) AD-699-4 or AD-5 Salary is equivalent to GS-4 or GS-5 \$26,383 to \$38,376 per annum, depending on education and experience	3. <u>Tour of Duty</u> Varies depending on time of hire	4. <u>Duty Station</u> Rehabilitation & Long Term Care, Vancouver Division
5. <u>Type & Number of Vacancies</u> Temporary, NTE 1 year Multiple Full-time, part- time or intermittent positions	6. <u>Contact</u> Human Resources Assistant 503-220-8262 x 57317	7. <u>Opening Date</u> 6/14/06	8. <u>Closing Date</u> Until Filled

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Any US Citizen
- Those who applied under announcement S-T-05-016-DB need not reapply as they will be considered under this announcement.

MAJOR DUTIES:

Incumbent works under the supervision of the Nurse Manager/Veteran Care Manager/Charge Nurse. Patient care assignments are delegated by an RN who supervises patient care delivery. Consults with the RN on problems not covered in instructions, and handles routine problems independently. Work skills and ability are evaluated at regular intervals. Performs duties with frequent supervision. Performance is reviewed for effective application of nursing knowledge and skills. Incumbent will have knowledge of a variety of non-standard assignments consistent with the courses they have completed in their RN educational program and which demonstrates skill sufficient to resolve a range of problems with responsibility for carrying assignments to completion. Patient care requires: practical knowledge of, and skill sufficient to understand nursing principles, practices and procedures; patient disease entities; patient care plans; medical equipment; medical materials and supplies for the purpose of carrying out patient care activities; knowledge of human behavior, and skill sufficient to understand motivations and reactions to stress for the purpose of facilitating positive interpersonal relations with adult and elderly patients and family members.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

Eligibility: Applicants are required to be currently enrolled in an accredited school on at least a part-time basis (minimum one-half or more). This includes Vocational/Technical, Bachelor's degree and graduate or professional degree programs.

Education Requirements: AD-4: Successful completion of two (2) years of post high school education. AD-5: Successful completion of four (4) years of post high school education. Such post high school education must have been obtained in an accredited technical school, junior college, or university and is fully qualifying at the AD-4 and AD-5 levels. The required education must lead to a bachelor's degree in nursing.

VACANCY ANNOUNCEMENT INFORMATION SHEET

CONDITIONS OF EMPLOYMENT:

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38USC 7402(d) and 7407(d).

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

These positions are open until filled. Application forms may be obtained in Human Resources Office or on our external website www.va.gov/Portland/hr/index.asp

Applications may be mailed to:
Portland VA Medical Center, P4HRMS
Attn: S-T-06-367-DB
PO Box 1034
Portland, OR 97207

Or brought in person to:
Portland VA Medical Center
3710 SW US Veterans Hospital Rd
Building 16, Room 300
Portland OR 97239

US Citizens must submit:

1. [OF 612, Optional Application for Federal Employment](#), or Resume. (Please refer to [OF-510, Applying for a Federal Job](#) on the USA jobs website (<http://www.usajobs.opm.gov/>) for information on how to apply with a resume instead of OF-612
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later). **(REQUIRED)**.
3. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
4. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
5. A copy of your college transcripts **(REQUIRED)**.

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**